HUNTON & WILLIAMS
ONE HANNOVER SQUARE
FAYETTEVILLE STREET MALL
P.O. BOX 109
RALEIGH, NORTH CAROLINA 27602
TELEPHONE 919-899-3000
TELECOPIER 919-833-6352

707 EAST MAIN STREET P.O. BOX 1535
RICHMOND, VIRGINIA 23212
TELEPHONE 804-788-8200
TELEX 6844251

100 PARK AVENUE
NEW YORK, NEW YORK 10017
TELEPHONE 212-309-1000
TELEX 424549 HUNT UI

3050 CHAIN BRIDGE ROAD
P.O. BOX 1147
FAIRFAX, VIRGINIA 22030
TELEPHONE 703-352-2200

2500 ONE ATLANTA PLAZA
950 EAST PACES FERRY ROAD
ATLANTA, GEORGIA 30326
TELEPHONE 404-841-2700

2000 PENNSYLVANIA AVENUE, N.W.
P.O. BOX 19230
WASHINGTON, D.C. 20036
TELEPHONE 202-955-1500

FIRST VIRGINIA BANK TOWER
P.O. BOX 3889
NORFOLK, VIRGINIA 23514
TELEPHONE 804 625-5501
TELEX 755628

FIRST TENNESSEE BANK BUILDING
P.O. BOX 951
KNOXVILLE, TENNESSEE 37901
TELEPHONE 615-637-4311

May 7, 1990

FILE NO. 65000.001006
DIRECT DIAL NO. 919-899 3061

Mr. Clifford L. Brown, Jr.
Philip Morris U.S.A.
Finance Center
Post Office Box 26603
Richmond, Virginia 23261

PRIVILEGED AND CONFIDENTIAL
ATTORNEY-CLIENT COMMUNICATION

Philip Morris U.S.A. Records Management Joint Task Force Meeting

Dear Cliff:

Stu Rickerson has asked me to inform you that the next meeting of the Joint Task Force on Records Management will be held on Thursday, May 17, 1990, beginning at 3:00 p.m., in the Operations Center in Richmond, Conference Room A2E1. I have enclosed the agenda for this meeting.

Please let me know if you will not be able to attend this important meeting. I look forward to seeing you on the 17th.

Sincerely yours,

Arthur

Arthur J. DeBaugh

630/6145
Enclosure
cc: Stuart E. Rickerson, Esq. (w/encl.)
Thomas G. Slater, Jr., Esq. (w/encl.)
Ray V. Hartwell, III, Esq. (w/encl.)

2051127473

Source: https://www.industrydocuments.ucsf.edu/docs/ngck0000